

Pajaro Valley Public Cemetery District

66 Marin Street
Watsonville, CA 95076
831-722-0310

THE MISSION OF THE PAJARO VALLEY PUBLIC CEMETERY DISTRICT IS TO PROVIDE EFFICIENT COST - EFFECTIVE BURIAL SERVICES FOR THE COMMUNITY, AND PROVIDE MAINTENANCE TO THE CEMETERIES IN A RESPECTABLE, CLEAN AND SAFE MANNER THAT APPROPRIATELY HONORS THE LOVED ONES OF THE FAMILY, FRIENDS, AND THE COMMUNITY AT LARGE, PAJARO VALLEY PUBLIC CEMETERY DISTRICT CONSISTS OF THE FOLLOWING CEMETERIES: DAY VALLEY, PIONEER, VALLEY CATHOLIC, VALLEY PUBLIC AND WATSONVILLE CATHOLIC.

Minutes of the July 9, 2024 Regular Meeting

The Board of Trustees of the Pajaro Valley Public Cemetery District held a regular meeting on July 9, 2024 at 66 Marin Street, Watsonville, CA 95076.

Chairman: Violet Lucas

Vice-Chair: Robert Tanner

Trustees: Edward Banks, Nancy Bilicich and Steven A. George

District Manager: Elizabeth Lopez

1. Call Meeting to Order: The meeting was called to order by Vice-Chair Tanner at 2:01 p.m.
Roll call: All Trustees were present. Except chairman Lucas.
2. Review of Agenda: No items being pulled from the agenda or continued to another date.
3. Public comment: No public comment
4. Minutes, Expenses and Financial Report:
 - a) Minutes: Trustee Banks moved and Trustee George seconded to approve the minutes of June 11, 2024. Motion unanimously approved.
 - b) Expenses: Trustee Bilicich moved and Trustee George seconded to approve the warrants/expenses dated June 5, 2024, June 13, 2024, June 25, 2024, and June 30, 2024.
 - c) Ledger/Bank Statement/Financial Report were reviewed for June 2024.

WARRANTS FOR APPROVAL JUNE 5, 2024

Andres Garcia - Andy's Lawn Equipment Repair	690.99
Holland Supply Inc. - Grounds Supplies	610.58
Cruzio Internet (June 2024)	108.38
AT&T (May 2024)	104.79
Sturdy Oil (Fuel) (May 2024)	403.09
Bianchi Alarm System (Service 2024)	135.00
Home Depot - Ground Supplies - May 2024	913.74
Big Creek - Grounds Supplies	13.56
River Nursery & Flower Shop (Memorial Day Arrangements)	397.30
Andres Garcia - Andy's Lawn Equipment Repair	<u>250.00</u>
	\$3,627.43

WARRANTS FOR APPROVAL JUNE 13, 2024

PG&E (66 Marin St - May 2024)	261.03
Ameritas Insurance (June 2024)	822.86
PG&E (Valley Public - May 2024)	217.34
PG&E (Pioneer - May 2024)	11.51
D & G Sanitation LLC - May 2024	40.00
Bill Clark (May 2024)	300.00
Streamline - June 2024	355.00
Sturdy Oil (Fuel) - May 2024	<u>402.17</u>
	\$2,409.91

WARRANTS FOR APPROVAL JUNE 25, 2024

City of Watsonville Utilities - Pioneer - May 2024	1520.37
City of Watsonville Utilities - Watsonville Catholic - May 2024	196.05
Total Compensation Systems, Inc (GASB 75 Full Valuation 1st Installment)	1530.00
Panther Protective Services - May 2024	1,700.00
C & N Tractors - Equipment Supplies	246.17
ACE Hardware - May 2024	526.99
Green Waste - May 2024	1350.03
C & N Tractors - Equipment Supplies	33.39
Monument Lumber	28.52
PG&E (66 Marin St - June 2024)	269.07
AT&T (June 2024)	105.04
PG&E (Valley Public - June 2024)	446.01
C & N Tractors - Equipment Supplies	11.31
Sturdy Oil (Fuel) - June 2024	520.07
PG&E (Pioneer - June 2024)	11.53
C & N Tractors - Equipment Supplies	2,092.46
A.B. A Windows - Pioneer Office	6,677.00
Elizabeth Lopez Reimbursement - Grounds Supplies	1,009.12
Elizabeth Lopez Reimbursement - Equipment Supplies	218.53
Elizabeth Lopez Reimbursement - Small Tools & Instruments	3,771.07
Elizabeth Lopez Reimbursement - Equipment Service	800.00
Elizabeth Lopez Reimbursement - Supplies	<u>169.27</u>
	\$23,232.00

WARRANTS FOR APPROVAL JUNE 30, 2024

City of Watsonville Utilities - Pioneer - June 2024	1221.36
City of Watsonville Utilities - Watsonville Catholic - June 2024	181.46
County of Santa Cruz DPW - May 2024	451.93
Panther Protective Services - June 2024	1,700.00
Davis Auto Parts - June 2024	473.88
California Tire (Equipment Services)	20.00
Baker Supplies and Repairs (Equipment Service)	364.28
A.L. Lease Co. (Grounds Supplies)	14.95
D & G Sanitation LLC - June 2024	40.00
California Department of Tax and Fee Administration (2nd Qtr. Tax)	1794
Bill Clark (June 2024)	675.00

WARRANTS FOR APPROVAL JUNE 30, 2024

Pajaro Valley Water Management Agency- V/P (January - June 2024)	2034.27
Central Water District (4/26/24-6/26/24)	46.08
Mid Valley Supply (Supplies)	38.41
Sturdy Oil (Fuel) - June 2024	508.17
Green Waste - June 2024	<u>1,350.03</u>
	\$3,976.96

5. Administrative Action (Pending Business):
 - a) Final Budget: Fiscal Year 2024 – 2025: The new fiscal year budget was updated as of July 1, 2024.
6. New Business:
 - a) Water Spigot Proposals (Valley Catholic): Trustee Tanner moved and Trustee Banks seconded to accept the proposal from EVMC Landscaping. All trustees voted aye. Motion unanimously approved.
 - b) Day of the Dead (November 2nd): Started preparation for Day of the Dead. Watsonville Cadets will be present.
7. District Manager Report:
 - a) Update of Monthly Activities: June 30, 2024 was the end of the fiscal year. Everything was submitted on time to the County for processing. Day of the Dead will be on Saturday November 2, 2024. Preparation has started. The Watsonville Police Cadets will help with traffic control.
 - b) Staff and Equipment Report: The crew has been constantly checking the irrigation system at Valley Public, Pioneer and Watsonville Catholic. Crew applied gravel to walk ways at Watsonville Catholic and Pioneer cemeteries.
8. Closed Session: District Manager Evaluation
Reconvene to Open Session at 2:50 p.m.
No Action Taken
9. Trustee Comments, Questions or Suggestions: No trustee comments.
10. Topics for next meeting August 13, 2024: District Logo
11. Trustee Banks moved and Trustee Bilicich seconded to adjourn the meeting at 3:05 p.m.

Minutes Approved: Violet M. Lucas
Board Chair or Designee

Date Approved: 8/13/2024

Printed Name
Of Signer: VIOLET M. LUCAS